## ADULT EDUCATION DIRECTORS'/COORDINATORS'/CBOs' QUARTERLY MEETING UTAH STATE OFFICE OF EDUCATION NOVEMBER 8, 2006

## **AGENDA**

8:30 a.m9:00 a.m.	Registration and Continental Breakfast		
9:00 a.m9:15 a.m.	Welcome and Completion of Adult Education Survey		
9:15 a.m10:00 a.m.	MIS Update and Demonstration		
10:00 a.m10:15 a.m.	Elements of a Basic Program/Record Keeping		
10:15 a.m10:30 a.m.	Congressional Report for Utah		
10:30 a.m10:45 a.m.	Break		
10:45 a.m11:15 a.m.	Assessment Policy/SEOP		
11:15 a.m11:30 a.m.	Collection and Accounting of Tuition and Fees		
11:30 a.m12:00 p.m.	Overview of TANF Regulations (Kathleen Johnson, DWS)		
12:00 p.m1:00 p.m.	Lunch (Introduction of Adult Education Advisory Committee Members and Committee Presentation)		
1:00 p.m2:00 p.m.	Adult Education Services for Out of School Youth/Graduation Requirements/UBSCT Update		
2:00 p.m2:30 p.m.	Overview of Client Services (Stacey Cummings, USOR)		
2:30 p.m2:45 p.m.	FAQs		
2:45 p.m3:00 p.m.	Northwest Accreditation of Adult Education Programs		
3:00 p.m.	Meeting Adjourned		